

ADDENDUM NO. 3

February 16, 2023

RE: **Bid #056.23.B6, RFP – Evaluation Services**

FROM: **Purchasing Office
Howard County Public Schools
10910 Clarksville Pike
Ellicott City, MD 21042
(410) 313-6723
(410) 313-6789 fax**

TO: **APPROVED PROSPECTIVE BIDDERS**

This addendum forms a part of the Contract Documents and modifies the Original Bidding Documents as noted below. Acknowledge receipt of this Addendum in the space provided on the Bid Price Sheet/Form of Proposal. Failure to do so may subject the Bidder to disqualification. This Addendum consists of two (2) pages.

A. CHANGE TO INVITATION FOR BID (IFB)

The above referenced solicitation is hereby amended as follows. Language being added is bolded with double underlines, like this: **bolded with double underlines**. Language being deleted has a double strikethrough like this: ~~double strikethrough~~.

1. Proposal Due Date and Time: ~~February 24, 2023~~ **March 3, 2023** at 11:00 AM

B. QUESTIONS AND ANSWERS

1. Is Howard County Public Schools seeking proposals from vendors in order to identify a list of evaluators who can support specific projects to be scoped and contracted later, or is Howard County Public Schools seeking proposals from vendors to evaluate specific programs?

Answer: HCPSS is seeking proposals to identify a list of evaluators who can support specific projects with scope determined later. We do have specific grant funded programs with immediate needs for an external evaluator.

2. Does Howard County Public Schools have a specific Beyond School Day, Week, and Year program, or set of programs, for which it seeks evaluation services? If so, can these programs be identified and described for prospective bidders? Understanding the programs to be evaluated will support the creation of a stronger and more detailed proposal for you.

Answer: We are looking for vendors to describe the types of evaluations services they are able to provide for grant funded programs in a public-school setting and their experience with conducting such evaluations.

3. Approximately how many students are participating in the programs for which Howard County Public Schools seek an evaluation? How many sites serve these students?

Answer: The specific number of students and sites that serve these students vary by program.

4. In what grade levels are the students who are served by the programs for which Howard County Public Schools seek an evaluation?

Answer: Programs may serve students in grades preK to 12, the specific grade level varies by program.

5. On page 20. Section III: Scope of work, it states that the offeror's firm must have five years of experience. Further, on page 28 (appendix A. qualifications/experience affidavit), it states that HCPSS may consider relevant individual experience of key personnel when assessing the responsibility of the Offeror.

Question: Our firm was founded in 2022. However, the proposed key personnel have more than 25 years of experience conducting surveys and evaluations in health, development, including. Does this mean we will be considered to have sufficient qualifications to bid and submit the proposal?

Answer: Yes.